

Kentucky Behavioral Health Planning and Advisory Council

Membership Committee Meeting

January 23, 2014 1:00-4:00PM

BHDID, 100 Fair Oaks Lane, 4th Floor, Small Conference Room

Frankfort, Kentucky

Members Present: Steve Liles, Mike Barry, Steve Lyons, Mary Singleton, Betty Jo Moss, Gayla Hayes, Jim Reed, Brandon Kelley, Kathie Anderson (via teleconference), Becky Clark (via teleconference), Yolonda Kelsor (via teleconference)

Staff Present: Christie Penn, Melissa Runyon

| Topic | Discussion | Next Steps |
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| Call Membership Meeting to Order | Mary Singleton called the meeting to order at 1:10 PM and members and staff introduced themselves. | |
| Discussion on Member Recruitment | Committee held discussion on how to increase member recruitment for KBHPAC. Chairperson, Mary Singleton, encouraged members to personally recruit new members and staff asked members to send applications to new places. It was determined that marketing of KBHPAC must be strengthened. | New brochures will be created and distributed at events like KY School and 847K Rally. |
| Discussion on Member Attendance | Committee also had a brief discussion on member attendance. A member asked if the Council maintains a record of member attendance and was this factor helpful in deciding who gets reappointed to the Council? The Secretary of the Council, Gayla Hayes, reminded the committee that one of the Secretary's duties is to track member attendance and to contact those members who have missed several meetings and that her efforts are usually successful. | |
| Discussion & Review of Membership Applications | Membership Committee members reviewed and discussed all applications. Committee members also contacted new applicants individually by telephone to conduct interviews. After a brief discussion, Jim Reed made the motion to recommend all applicants, with the exception of one individual (who did not qualify), for membership on the Council. Betty Jo Moss seconded. Motion passed. | Recommendations will be made to the entire council at the next quarterly meeting. The open slots will be advertised again and additional membership applications |

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| | (Note: There is an <i>open slot</i> for a Parent of a Child with Behavioral Health Challenges and also <i>two open slots</i> for Family Members of Individuals in Recovery because not enough candidates applied to fill the available positions.) | considered in the future. |
| Nominations for Council Officers | <p>Nominations were made for new Council officers – Chair, Vice-Chair and Secretary. The committee voted to recommend the following individuals for each officer position:</p> <ul style="list-style-type: none"> • Mary Singleton (Chair), • Yolonda Kelsor (Vice-Chair) and, • Gayla Hayes (Secretary) | Recommendations will be made to the Council for recommendation to Commissioner Mary Reinle Begley. |
| Member Orientation & Other Business | <p>Mary Singleton gave a review of the Best Practice manual produce by the Advocates for Human Potential, which included Kentucky’s member orientation power point, Council Coordinator job description, acronym list and membership application.</p> <p>The Committee began planning for the member orientation being held in April. The following members volunteered to be presenters: Yolonda Kelsor, Steve Liles, Gayla Hayes, and Brandon Kelley.</p> | |
| Adjournment | <p>Jim Reed made a motion to adjourn; Steve Liles seconded. The committee meeting adjourned at 3:51 PM.</p> | <p><u>Next Meeting</u> Member Orientation April 16th, 2013 (12-4pm) Location TBD</p> |